

# Travel & Expense Account Summary

Employee Name RICHARD CHIVARO  
Expense Dates 01/18/11-03/16/11  
Report Name Meetings 1/11-3/11

Request Total \$ 13.50  
Direct Charge Total - 0.00  
Travel Advances - 0.00  
Net Due Employee = 13.50

## Trip Totals

Trip/Expense Category	Trip Name	Total Amount
Non-Travel Expenses	PMIB	3.00
Non-Travel Expenses	meetings	10.50

NOTE: (d)=Direct Charge

DATE	Tue Jan 18	Wed Jan 19	Thu Jan 20							TOTAL
Parking, Auto	4.50	3.00	3.00							10.50
TOTALS \$	4.50	3.00	3.00							10.50

DATE	Wed Mar 16									TOTAL
Parking, Auto	3.00									3.00
TOTALS \$	3.00									3.00